

West Lindsey District Council

Guildhall, Marshall's Yard, Gainsborough

Notice of the Annual Meeting of the Council

To be held on
Thursday 21 May
at 7.00pm



1. a) **Points of Order** are just that. They must relate to the Council Procedure Rules or conduct of the meeting and generally will be drawing attention to a perceived breach, e.g.

- (i) absence of a quorum;
- (ii) content and length of speeches
- (iii) irrelevance;
- (iv) misconduct
- (v) motion not seconded

The member must indicate the Rule or law and the way in which he/she considers it has been broken.

(b) Examples of common intervention which are **NOT** points of order:-

- (i) Points of information or personal explanation (as to which see below);
- (ii) Disagreement with a speaker;
- (iii) Further thoughts or clarification of a previous speech prompted by the speaker (unless amounting to a personal explanation);
- (iv) Correction of a speaker's **opinion** (rather than **fact**, which is a point of Information);
- (v) An attempt to "reply" to another Member's speech or a point made in it;
- (vi) Second speeches other than those provided for in the Council Procedure Rules

2. (a) **Point of Information** – when **a Member** is speaking and is obviously proceeding on the basis of information which is wrong or of which the Member is ignorant, **another Member may properly seek to intervene to provide the correct or missing information**, thereby saving the Council from being misled and saving its time.

(b) **ASKING FOR** information is **NOT** a Point of Information; a member who has spoken may be able to request a colleague who has not yet spoken to ask.

3. (a) **A Personal Explanation** is a proper intervention only when an earlier speech by the Member is being misquoted or misrepresented.

(b) It must **not** be used as a spurious pretext for reiteration of the Member's earlier speech or as a second speech.

4. **Practice**

Members rising to make one of the Points must specify which one is being used. The Member speaking should give way. The point should be made briefly. The Chairman will then rule on it promptly, firmly and finally. There will be no debate nor will the ruling of the Chairman be open to discussion.

5. **Voting**

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.

The number of votes each member has is restricted to the number of vacancies to be filled.

WEST LINDSEY DISTRICT COUNCIL

ANNUAL MEETING OF THE COUNCIL

This meeting will be Recorded and published on the Council's website

AGENDA

**Prayers will be conducted prior to the start of the meeting.
Members are welcome to attend.**

NOTICE IS hereby given that the 43rd ANNUAL MEETING of the Council will be held in the Council Chamber at the Guildhall, Gainsborough, on Thursday 21 May 2015 at 7pm, and your attendance at such meeting is hereby requested to transact the following business.

To : Members of West Lindsey District Council

A G E N D A

1. CHAIRMAN'S WELCOME
2. APOLOGIES
3. MEMBERS' DECLARATIONS OF INTEREST. Members may make any declaration of interest at this point but may also make them at any point during the meeting.
4. TO ELECT A CHAIRMAN OF THE DISTRICT COUNCIL for the ensuing year, following which the Chairman elected will take the Chair and make the Declaration of Acceptance of Office.
5. TO ELECT A VICE-CHAIRMAN OF THE DISTRICT COUNCIL for the ensuing year following which the Vice-Chairman appointed will make the Declaration of Acceptance of Office.
6. CHAIRMAN'S CHAPLAIN.
 - (a) to move a vote of thanks to the previous Chairman's Chaplain for their services during the past year; and
 - (b) to receive the appointment of Chairman's Chaplain for the ensuing year.

Agendas, Reports and Minutes will be provided upon request in the following formats:

Large Clear Print: Braille: Audio Tape: Native Language

7. COUNCIL MINUTES. To approve as a correct record the minutes of the meeting of the Council held on 2 March 2015. **PAPER A herewith.**
8. DISTRICT COUNCIL ELECTIONS 2015. To receive the results of the District Council Elections held on 7 May 2015. **PAPER B herewith.**
9. VOTE OF THANKS TO RETIRING MEMBERS
10. TO ELECT A LEADER OF THE COUNCIL.
11. TO ELECT A DEPUTY LEADER OF THE COUNCIL.
12. REVIEW OF THE ALLOCATION OF SEATS TO POLITICAL GROUPS ON COMMITTEES/SUB-COMMITTEES. To note the number of members to be appointed to serve on each committee etc in accordance with the provisions of Section 15 of the Local Government and Housing Act 1989. **PAPER C herewith.**
13. APPOINTMENT OF COMMITTEES. In accordance with the provisions of Section 16 of the Local Government and Housing Act 1989, to appoint members to committees for the civic year, in accordance with the wishes expressed by political groups. **PAPER D herewith.**
14. APPOINTMENT OF SUB-COMMITTEES AND OTHER GROUPS AND BODIES
PAPER E herewith
15. APPOINTMENT OF GOVERNANCE AND AUDIT INDEPENDENT MEMBER
PAPER F herewith
16. APPOINTMENT OF REMUNERATION PANEL
PAPER G herewith
17. REVIEW OF THE CONSTITUTION
PAPER H herewith
18. CHALLENGE AND IMPROVEMENT COMMITTEE ANNUAL REPORT
PAPER I herewith

NOTE:- MEETINGS OF COMMITTEES AND SUB-COMMITTEES

Immediately following Annual Council, a meeting of each of the Committees and Sub-Committees will be held for the purpose of appointing Chairmen and Vice-Chairmen and conducting any other relevant business.

Agendas in respect of the above are included.

M Gill
Chief Executive
The Guildhall
Gainsborough

13 May 2015